



**US Army Corps
of Engineers®**
Wilmington District

Bulletin #: 08-19 FCIP Accountant
Opening Date: 27 May 2008
First Cut Off: 5 June 2008
Closing Date: Open until Filled
Open to All U.S. Citizens

RECRUITING BULLETIN

Wilmington District, US Army Corps of Engineers, Attn: CP/Shauli Emerson 69 Darlington Avenue,
Wilmington, NC 28403; phone 910-251-4871 E-mail shauni.k.emerson@usace.army.mil

ACCOUNTANT, YA-510-01, Target YA-510-02
Federal Career Intern Program (FCIP)
Annual Salary: \$29,436 - \$70,843

Applications that are accepted remain active for consideration for possible vacancies for up to one year, after which time applicants must reapply to be considered

DUTY LOCATION: Wilmington, NC

SALARY: Entry salary depends upon management discretion, duties to be performed, and qualifications of the applicant. Employees will be eligible for noncompetitive salary increase up to the target pay band as they progress in their work and upon meeting regulatory requirements, training plan and recommendation of their supervisor.

OBJECTIVE: The Federal Career Intern Program is a hiring authority for trainee positions in a variety of occupations. In general, individuals are appointed to a 2-year internship. The appointment is an excepted-conditional appointment in the excepted service. Upon successful completion of the 2-year internships, the interns are eligible for noncompetitive consideration for career placement to a career appointment in the competitive service; if not converted, the appointment of a career intern expires at the end of the 2-year internship period. Federal Career Interns with the Wilmington District are hired in one of various Departments of the Army civilian Career Programs. Interns will be covered by a formal training plan that includes training and developmental, rotational, or other job assignments appropriate to the career field in which they are hired. Candidates selected will be required to sign a Department of the Army Employment and Mobility Agreement for interns. It is possible you will be reassigned to or from a DA funded space in Wilmington and other geographic locations. If you are reassigned and/or offered a position and you decline the offer, action to effect your separation within 60 days can be initiated.

MAJOR DUTIES: In a developmental capacity, the incumbent of this position reports to the Finance and Accounting Officer. Works independently in applying professional accounting theory, practice, methods and techniques to provide meaningful and timely financial advice and information to the District Engineer, his staff, the Division Engineer, Headquarters, U.S. Army Corps of Engineers (USACE) and other agencies. Reviews and analyzes a wide variety of documents, reports and data, policies, processes, procedures, regulations and statutes which are applicable to District Financial and accounting operations. With knowledge of automated accounting systems and query languages, develops various means to protect government resources to ensure the integrity of the financial database, and to comply with statutes. Recommends procedural or system modifications that will serve to maximize the utilization of resources.

WORKING CONDITIONS: Work is conducted primarily in an office environment.

QUALIFICATIONS REQUIREMENTS:

1. Minimum Level of Education and/or Experience

Basic Requirements:

- A. Degree: accounting; or a degree in a related field such as business administration, finance, or public administration that included or was supplemented by 24 semester hours in accounting. The 24 hours may include up to 6 hours of credit in business law. (The term "accounting" means "accounting and/or auditing" in this standard. Similarly, "accountant" should be interpreted, generally, as "accountant and/or auditor.")

OR

- B. Combination of education and experience--at least 4 years of experience in accounting, or an equivalent combination of accounting experience, college-level education, and training that provided professional accounting knowledge. The applicant's background must also include *one* of the following:
1. Twenty-four semester hours in accounting or auditing courses of appropriate type and quality. This can include up to 6 hours of business law;
 2. A certificate as Certified Public Accountant or a Certified Internal Auditor, obtained through written examination; or
 3. Completion of the requirements for a degree that included substantial course work in accounting or auditing, e.g., 15 semester hours, but that does not fully satisfy the 24-semester-hour requirement of paragraph A, provided that (a) the applicant has successfully worked at the full-performance level in accounting, auditing, or a related field, e.g., valuation engineering or financial institution examining; (b) a panel of at least two higher level professional accountants or auditors has determined that the applicant has demonstrated a good knowledge of accounting and of related and underlying fields that equals in breadth, depth, currency, and level of advancement that which is normally associated with successful completion of the 4-year course of study described in paragraph A; and (c) except for literal nonconformance to the requirement of 24 semester hours in accounting, the applicant's education, training, and experience fully meet the specified requirements.

2. **Citizenship Requirements:** Must be a US citizen.

3. **Employment of Relatives:** In accordance with 5 CFR part 310, an employee may work in the same agency with a relative when there is no direct reporting and the relative is not in a position to influence or control the student's appointment within the agency.

4. Other Requirements

- Personnel security investigation required.
- Local Agency Check (Criminal Background) required
- License/Certification: Valid State Drivers License
- Two year trial/probationary period may be required.
- Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.
- Direct Deposit of Pay is Required.

BENEFITS: Applicants appointed under this program are entitled to earn annual and sick leave; holiday pay; health and life insurance; retirement coverage and thrift savings plan.

WHERE AND HOW TO APPLY:

U.S. ARMY CORPS OF ENGINEERS
Attn: CPAC-Shauni Emerson (08-19 FCIP Accountant)

PO Box 1890
Wilmington, NC 28402

1. **Resume**, that contains all pertinent information per "Applying for a Federal Job", OF 510 (full name, SSN, complete mailing address, announcement number and job title, phone numbers, citizenship, veterans status, sign and certify the accuracy of your application/resume, etc.). Also, be sure to address the following questions: when can you start work & what is the lowest grade or pay you will accept
2. **Transcript**, Copy of college transcript(s). (If hired, will be required to provide official transcript.)
3. **Supervisory References**, Provide five years of references that were former supervisors. (Include employer name, supervisor name, contact number and email if available. Must date back 5 years.
4. **Personal References**, Provide three references that are not related to you and are not former supervisors. (Include name, day time contact number and email if available).
- *5. **OF-306**, Declaration for Federal Employment (located at the bottom of the job listing on the home page).
6. **DD-214**, Certificate of Release or Discharge from Active Duty, or other proof of eligibility, if claiming 5 or 10-point veterans' preference (if applicable).
7. **SF-15**, and VA/Service Document (dated within the last 12 months), if claiming 10-point veteran's preference (if applicable).

* may be obtained from <http://www.saw.usace.army.mil/CPAC/index.htm>

INCOMPLETE APPLICATIONS MAY AFFECT ELIGIBILITY TO BE REFERRED

NOTE: If selected, candidate will be required to complete Employment Verification Form in accordance with PL 99-603, which requires employers to hire only individuals who are eligible to work in the United States.

ALL CANDIDATES WILL RECEIVE CONSIDERATION WITHOUT REGARD TO RACE, CREED, COLOR, NATIONAL ORIGIN, SEX, AGE, RELIGION, POLITICAL, AFFILIATION OR ANY OTHER NON-MERIT FACTOR.